



**State of Vermont
Vermont Department of Education
120 State Street
Montpelier, VT 05620-2501**

TO: Vermont Educators, Principals, Superintendents, Curriculum Coordinators and Special Education Administrators
FROM: Gail Taylor, Standards and Assessments Division Director
Michael Hock, Director of Educational Assessment
SUBJECT: **Item and Bias Review for the 2011 NECAP Science Assessment**
DATE: May 10, 2010

Once again we are requesting your help and expertise in support of the New England Common Assessment Program (NECAP). On August 3-5, a NECAP Bias / Item Review session will take place at the Stoweflake Hotel in Stowe, VT. The purpose of this session will be to review the science items that are proposed to be on the 2011 Spring NECAP Science Assessment. The item review will focus on four key questions:

- Is the item aligned with the targeted Grade Level Expectation?
- Does the item challenge students at the depth of knowledge level implied by the Grade Level Expectation?
- Is the item structure and format accessible to the majority of students?
- Does the item reflect good instructional practice?

Each NECAP state, VT, RI, NH, and ME will have 4 committee members for each grades four, eight and eleven to review the Science questions. The Item Review Committees will have 5 committee members from each of the above states. The Bias Committee, which will have 5 committee members from each of the above states. All participants will receive mileage to and from the hotel, a \$25.00 dinner stipend for each overnight stay in the hotel.

This is an opportunity for excellent professional development for your science teachers and science chairs. We feel it is necessary to have experienced reviewers and educators who have not taken part previously on each committee

ALL applicants need to complete the attached application even though they might have applied or participated before. Please submit it to Mary Ann Minardo/Rose Wheeler either by fax, email or mail.

Mary Ann Minardo
Department of Education
120 State Street
Montpelier, VT 05620
Phone: 802-828-5410
Fax: 802-828-6563

Rose Wheeler
Department of Education
120 State Street
Montpelier, VT 05620
Phone: 802-822-3114
Fax: 802-828-6563

MaryAnn.Minardo@state.vt.us

Rose.Wheeler@state.vt.us

The deadline for returning the application is June 5, 2010 to the Department of Education Standards and Assessment Team.

APPLICATION FOR NECAP ITEM/ BIAS REVIEW

Name _____ School/District _____

School Phone _____ Home Phone _____ E-Mail _____

Summer E-Mail _____

Current Position _____ Grade Level _____

(Please print the above information)

Check the activity for which you are applying:

- | | |
|--|---|
| <input type="checkbox"/> Science Item Review | <input type="checkbox"/> Bias Item Review |
| <input type="checkbox"/> Grade cluster 3 & 4 | |
| <input type="checkbox"/> Grade cluster 7 & 8 | |
| <input type="checkbox"/> Grade cluster 10 & 11 | |

Please provide the following information (use the back of this page if needed):

1. ALL APPLICANTS: Describe your current position, professional experience and grade levels you have taught and/or administrative experience particularly as it relates to the activity for which you are applying.

2. Describe your familiarity with the Science Grade Expectations including how they apply to your teaching and/or professional responsibilities.

3. Please describe your experience with the NECAP assessments. Have you administered the tests? Participated in school/district analysis and interpretation? Served on other NECAP Item/Bias Review Committees?

4. Is there anything else you would like us to consider in reviewing your application?

Please return to: Mary Ann Minardo,
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Montpelier, VT 05620
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